

# Bourton on the Hill Parish Council

Minutes for the Parish Council meeting held on Monday April 9<sup>th</sup> 2018 at 6.30pm in The Old School Hall.

Present: Cllr Andy Vigrass (chairman), Cllr Liz Bowden, Cllr Peter Herbert, Cllr Louise Davis, Cllr Angela Hay, Cllr Mark Norton and Cllr Tom Martin. District Councillor Alison Coggins and the Clerk Alexia Monroe.

Members of the public: 2

- 1 Cllr Andy Vigrass welcomed councillors and accept any apologies.
- 2 Declaration of Councillors interests: - Cllr Vigrass declared an interest in item 9, 17/03121/LBC and 17/03120/FUL.
- 1 Minutes of the Parish Council meeting held on 26<sup>th</sup> February 2018 was agreed and signed by the chairman. Proposed by Cllr Vigrass and seconded by Cllr Herbert.
- 2 *Members of the public spoke about the problem of litter, potholes and general untidiness of the village.*
- 3 Matters arising:
  - 3.1 The Clerk has reported the lack of toilet facilities at the Hillcrest building site on Keytes Lane to the Health and Safety Executive. Case Officer/environmental health to be contacted due to large hole for cess pit without any barriers etc. very dangerous. Nigel Potter has been contacted by Cllr Vigrass and Cllr Bowden and the issues have not been rectified. Clerk to write lack of reaction to PC comments. 'profound' disappointment. Can we threaten possible legal action? Also footprint not as per the plans.
  - 3.2 The Clerk as contacted Highways about the pavement along Dashwood House, the damage along Keytes Lane and the broken bollards along the main road.
  - 3.3 Cllrs Vigrass, Davis and Hay attended the GAPTC training session on Bourton on the Water, the expenses were divided between 12 councillors from five parish councils.
  - 3.4 The National Lottery application for the defibrillator needs to show evidence of public participation e.g. a petition. Is anyone interested in organising Liz to co-ordinate it.
  - 3.5 Cllr Bowden and the Clerk need to arrange a meeting with Cllr Norton to review the defibrillator outside The Old School Hall.
- 4 District Council report by Alison Coggins:
- 5 Finance:
  - 5.1 Short report by the RFO.
  - 5.2 Cheques to be signed: GAPTC annual subscription until March 2019 (cheque no.000073); £81.87 Batsford Estates (1983) Co. Ltd (cheque 000074) £6.00 for the rent of the allotments. Cheques signed before the end of the year end on March 31st: Old School Village Hall rental for 2017/2018 £69.00 (cheque no.000072; St Lawrence Church annual donation towards the maintenance of the church clock £500 (cheque no.000071). Proposed by Cllr \* and seconded by Cllr \*.
  - 5.3 Proposal to appoint Amanda Smith of Account-Ability based in Moreton-in-Marsh as the internal auditor as the previously agreed Jenny Walsh has a conflict of interest.

Due to the sudden ill health of Gary Robinson and HMRC and PAYE contributions will be undertaken by Amanda Smith for the same fees as agreed with Gary Robinson.

- 5.4 The 100% grant application from the Transparency Fund from Gloucestershire County Council for a new computer, printer/scanner and security software for £735.00 has been received. The Clerk is proposing to buy a bundle offer of an Acer Aspire 1 A114-31 14" Laptop with Office 365 and McAfee security for £308.98 (Curry PC World offer) and an Epson printer/scanner for £66.99. Tim Cranston will be setting up the computer and Outlook files so there will be a [clerk@bourtononthehill.co.uk](mailto:clerk@bourtononthehill.co.uk) email address. The Office 365 and McAfee licences will need to be renewed annually.
- 8 Planning: There are no new planning applications for consideration.  
*17/03121/LBC and 17/03120/FUL Listed building consent and full application for alteration and conversion of existing barn to form ancillary at The Croft, Bourton on the Hill, still to be decided.* Full application for Flood retention and surface water retention chamber (retrospective) at Quarry Filling Station GL56 9AJ – *17/05122/FUL, still to be decided.* Full application for proposed riding arena at Slade Barn, Bourton-On-The-Hill, GL56 9TE – *18/00305/FUL permitted.*
- 9 Highways:
  - 9.1 Damage to the verges, including the 'No Parking' signs at the bottom of Keytes Lane which have been damaged and will need to be replaced. Cllr Vigrass has sent photographic evidence to Gigclear about the damaged verges. Signs down Back Lane for Chantry Gardens need replacing with metal posts and new signs from StowAg.
  - 9.2 Litter on the verges: Cllr Hay will mention the rubbish to Quarry Garage. Village tidy up day May 12<sup>th</sup>, Clerk to contact CDC.
  - 9.3 Potholes: Outside Pilgrim Cottage, along by Holly Cottage, outside 6 Fenhill Close.
  - 9.4 Steve Mathers of Longborough Parish Council will be contacting Sheila Rosenthal who has agreed to be the new co-ordinator to arrange a day for training volunteers for the Speed Watch programme. The Clerk will check about covering volunteers under the Parish Council insurance.
  - 9.5 Proposal to agree to place a kerb at the verge on the corner opposite The Chantry. Agreed unanimously. Cllr Bowden to arrange it with funds from a private donar.
- 10 Correspondence received:
- 11 Urgent matters to report: Owl box needs to be moved to a higher tree.
- 12 Dates agreed for 2018: May 21<sup>st</sup> for Annual Parish Council Meeting at 6pm and Annual Meeting of the Parish Council at 7.30pm, July 9<sup>th</sup>, August 20<sup>th</sup> and December 10<sup>th</sup>.

**Meeting closed at 7.50pm**